

**EAST TROY  
VILLAGE BOARD MINUTES  
June 22, 2015  
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**Call Meeting To Order; Pledge of Allegiance**

**Clerk Treasurer Suhm verified the meeting was posted according to law.**

**Roll Call:**

President Timms called the meeting to order at 6:30 p.m.

Present: President Timms, Trustees Fred Douglass, Linda Kaplan, Forty Renucci (seated at 6:43), Scott Seager (seated at 6:48 p.m.), Dusty Stanford and Ann Zess

Excused:

Absent:

Others: Chief Boyes, DPW Miller, Clerk-Treasurer Suhm

**Citizen Participation**

Mary Nicosen questioned if there were any updates from the bank presentations at the meeting last week. President Timms advised staff would be putting together an analysis of the information for the Board to review sometime in July.

**Consent Agenda**

(One motion and second will approve all of the following items. Any item may be pulled from the list and voted on separately.)

- 1. Approval of Minutes – June 15, 2015**
- 2. Operator's License – Justine N. Larsen, Amanda M. Hein**

Motion by Trustee Stanford, second by Trustee Zess to approve the consent agenda.  
Motion carried.

**Miscellaneous Business**

- 1. Quarterly update/presentation from East Troy Community Development Alliance (ETCDA)**

Derek D'Auria, Executive Director of WCEDA, presented the ETCDA quarterly report to the Board. Items of update included visits with three local companies, application and acceptance into the Connect Communities program through the State of Wisconsin, involvement in East Troy High School's project based learning initiative, exploring rail access through the electric railroad, researching the availability of fiber optics, contacting an East Troy High School student who is doing some writing projects to help promote the ETCDA and a blog that ETCDA member, John Jacoby, is working to establish. Mr. D'Auria also highlighted upcoming activities and goals such as reviewing and having a better understanding of the Village's master plan, coordinating with the Village President to establish company visits and committee assignments to focus on specific projects.

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Trustee Stanford requested the Board also receive budgetary updates with the quarterly reports. Mr. D'Auria reported there was a carryover of funds from the prior year and the \$10,000 commitment for 2015 has not yet been received or spent.

While discussing specific businesses in the Village, in response to a question, Clerk-Treasurer Suhm reported she recently met with the new Plant Manager from Strategic Materials and went over previous compliance issues as well as the conditional use permit. The site has not been an issue with the exception of one minor complaint that was addressed promptly.

Trustee Zess questioned if the detailed site selection document from Brenda Hicks-Sorenson had been completed for business park sites. Mr. D'Auria will be looking into this.

**2. Approval/Acknowledgement of Mill Street Phase II changer order 1 increase from 2,010.80 to \$2,927.10 (approved 6/1 to add 40' of storm sewer)**

DPW Miller explained the wrong rate was used when the change order was originally calculated.

Motion by Trustee Douglass, second by President Timms to approve the increase in change order I for Mill Street Phase II. Motion carried.

**3. Consideration of awarding crack filling contract to Asphalt Services, LLC in the amount of \$21,556**

DPW Miller explained although the Village has not used this contractor in the past they are local and have done work for other municipalities that are happy with them.

Motion by Trustee Stanford, second by Trustee Douglass to approve Asphalt Services, LLC in the amount of \$21,556 for crack filling. Motion carried.

**Reports**

- 1. Booth Lake Park – Minutes May 27, 2015** – Trustee Renucci reported Kim Buchanan (Town of East Troy Clerk) is now the Town of East Troy citizen representative on the Board. She is assuming the roles of secretary and treasurer. The Board has determined they will go back to the secretary and treasurer positions being filled by individuals on the Board. They will be unpaid positions. He also reported the Board will be establishing procedures for the caretakers. Trustee Stanford requested Trustee Renucci find out if the Town of Troy has now accepted the increase in dues and if they have paid their dues yet.
- 2. EMS – 4/22/15 Minutes** – President Timms suggested each member fill out the SWOT (strengths, weaknesses, opportunities, threats) analysis form and bring it back to the

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Board. Trustee Douglass reported the Emergency District is moving forward with adding a fourth daytime position.

- 3. Village President's Report** – President Timms responded to questions on his report.

**Adjourn to Committee of the Whole**

Motion by President Timms, second by Trustee Renucci to adjourn to committee of the whole. Motion carried.

- 1. Continuation of strategic planning discussion (projects identified, progress made on those projects and priorities)**

President Timms explained money was allocated in fund balance accounts to represent the items that were ranked 1-3.

In Community Development “branding”, “connecting sidewalks” and “general village beautification” were the top ranked items. As part of the branding process Village resident, Ben Keating, has put together the logo and brought it to the Board. At that time they discussed modifications to the logo. He plans to meet with President Timms in the near future and it will be brought back to the Board. Once a logo is selected decisions can be made on letterhead and signage and other updates.

DPW Miller is developing a GIS layer for all sidewalks. Once this is complete he will bring a map to Village Board so it is easy to identify the gaps in sidewalks. Trustee Douglass requested a rough financial estimate prior to creating the budget so the project can be incorporated over several years if necessary.

The Board discussed the memorandum of understanding for developers. President Timms explained once the Developer's agreement with US Packaging is complete we may be able to create a rough template for developer's agreements to use as a starting point with future developments.

Along with community development the Board discussed the ETCDA and progress. Trustee Stanford suggested opening a Marketing Department in Village Administration to coordinate the development efforts.

Chief Boyes reported he contacted Code Red and Blackboard regarding an emergency messaging system. At this time he is awaiting the new phone system installation prior to moving forward.

Along with signage at the municipal building the front entrance/foyer was discussed. Several options were discussed. Trustee Seager offered to look at the foyer with staff and come up with suggestions for remodeling. The Board and staff also discussed improving outdoor directional and entrance signage on the municipal building. Staff frequently encounters confusion regarding the three entrances.

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**Adjourn**

Motion by Tustee Stanford, second by Trustee Kaplan to adjourn at 8:02 p.m. Motion carried.

Respectfully Submitted,

Eileen Suhm  
Clerk-Treasurer